

LessonMate

# THE LESSONMATE MAKEUP LESSON PLAYBOOK



[WWW.LESSONMATE.ORG](http://WWW.LESSONMATE.ORG)





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# THE MAKE-UP LESSON





It feels a bit sour just saying it. Explaining policy, scheduling, explaining policy again - live makeups, whether private or group, never feel right. They're always complicated and inconvenient for teacher, student and families alike. If you run a studio with multiple teachers, the makeup lesson is a constant source of stress. They are usually done without a bonafide reason aside from trying to assure parents they are not wasting money.

Has there ever been a solution that feels right? A solution that satisfies the teacher, student and parent? A solution that is good for both education and business? A lot has been proposed.



Let's first simply state the **missed lesson dilemma**.

- Parents want something for their money.
- Students need to come to lessons. They need that weekly check in. The 30min., once a week lesson plan is part of the teaching culture for a reason - it promotes progress. Allowing students and parents to mess with that is a waste of money - ultimately theirs.
- You don't want re-scheduling miseries. And you don't want situations that might affect your monthly expected income.

**Here's a list of past makeup options:**

1. Give a Live Makeup every time - sometimes.
2. Give a Workshop, Group Lesson or Schedule an Extra Week as a makeup.
3. Create a Swap List.
4. Simply give nothing.
5. Give a credit (Please do not give credits or refunds folks. They undermine the process on every level).

I'm sure there are more. They all seem to be a little frayed at the ends. Not quite right.

**So let's ditch 'em.**





Leave them behind with all that is old and start anew. We need something that makes sense. For teacher, studio and student. Something that at it's center is about good education.

After all, that's why we're here. That's why we teach, why we run a studio. It's also much easier to stand by a policy that has the intention of good education at it's core.

Ok, a couple of facts -

**Fact:** To progress, students need a weekly lesson or at least a weekly check-in. This is how music lesson work best, right? Once a week, every week.

**Fact:** The traditional makeup lesson is a pain in the rump - for the student and family as much as everyone else.

It's time for a makeup revival.

Let's give the Makeup Lesson a Makeover.







# Introducing LessonMate

LessonMate is at its core a teaching tool. It's software designed to help the music teacher do every great thing they do, made easier.

Within LessonMate you can write text, record video and audio, upload PDFs and MP3s, include photos and embed YouTube videos. All of this great information is saved inside your very own Teacher Library to be used again and again, kept in the cloud to be accessed anywhere, anytime. After each lesson note is created, an automatic email reminder is sent to the student/family to check their LessonMate account.

Now, when a student cannot make a lesson, you create a makeup using LessonMate with all it's many features. This is the LessonMate Makeup.



# THE LESSONMATE MAKE-UP







After much deliberation, you have made the decision to no longer give live makeup lessons. Bravo! With the LessonMate makeup, you will save time, money and most importantly, provide your students with consistent and valuable weekly lesson information.

So, here you are. Tuesday afternoon at 3:30 and Josh, your ever faithful piano student, is awol. You are staring at Josh's LessonMate student page and racking your brain on how to start his makeup lesson via LessonMate. How do you create a lesson that is full of good info for Josh, satisfy his parents' need to get something for their money, all before the start of your 4:00 lesson?





LessonMate at Bluebird Music Academy Library Support Sign Out

New lesson for Pete King

Title ← name lesson

H<sub>1</sub> H<sub>2</sub> B I

← create lesson text

add uploads add from teacher library record video

+ Add New + Add Fave + Record Video

Post Lesson

## RELAX. EASY AS PIE.

What you need is a plan. A system that you follow each time you create a makeup lesson. A checklist.

### ● THE LESSONMATE MAKEUP CHECKLIST

These are the components of a LessonMate Makeup - just follow the checks! Using text, video, Pdf's, Mp3's and YouTube videos, you can make a killer lesson!





In the student's LessonMate text box, start with:

- ✓ A pleasant salutation - Ex.  
"Hey Josh, sorry you're out today! Hope you're having a great week."
- ✓ A short review of last's week lesson - look at the last week's lesson note entry to remind yourself of what's going on! Ex.  
"Last week we were looking at..."
- ✓ New information - the most important part of the make-up. It's not enough to say "keep working on the same material". There needs to be new information. Not a lot, just new. It can be:
  - the beginning of a new song
  - new warm up
  - new scale
  - new technique exercise
  - new chord
  - new theory concept
  - new rhythmic concept
  - new fingering exercise

- new music game
- new ear training exercise
- improvisation opportunity while teacher plays an accompaniment

"Go to the next page" is not enough. "Keep working on your song" is not enough.

- ✓ Whatever the new concept or song is, ***it should be explained with a video(s) tutorial***. This is essential. The creation of a video is going to add real value to the makeup. A video should be no longer than 3 minutes in length to be effective. Studies show long videos will not be watched and that's the last thing we want. Have a lot to say? Make another video.
- ✓ Youtube Video - Though not essential, a great addition. You can embed videos directly onto the student's lesson page!



## Day Tripper! 🎬 🎵 📄

Hey Pete!

Missed you today. Hope you had great soccer game!

**Last week** we were talking about improvising with the E minor pentatonic scale. I've attached a backing track for you to play over as you experiment with the feel and sound of the scale. Such a big part of popular music, we're going to see this one a lot!

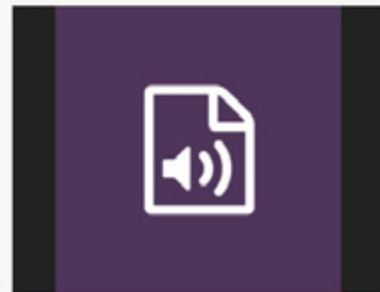
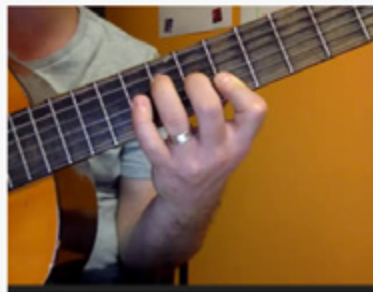
**Guitar Method** - Continue with p.16 (with metronome, 80bpm)

**New Tune!** - We talked about starting 'Day Tripper' by the Beatles this week. Let's do it!

- Check out the sheet music I attached. Look at the 1st two bars
- I've included a video that details the 1st two bars. Make sure you pay attention to the fingers I'm using.
- Here's the Beatles doing the original version.



See you next week!



After a bit, you are going to have a lot of material saved in your LessonMate Teacher Library to pull from which will make makeup lessons easier to create.

The LessonMate Makeup lesson works. It has worked for teachers all over the country for tens of thousands of makeup lessons. It's good business and when done right, good education.

*Take courage, be confident and make that makeup!*

# THE LESSONMATE MAKE-UP POLICY OR UNLIMITED MAKE-UPS!





## A GOOD MAKE-UP POLICY HAS TO COVER A FEW POINTS FOR IT TO WORK.

1

It must be easy to explain

2

It must be easy to start (or move to from another policy)

3

There should be obvious benefits for everyone

4

It should be safe from exceptions. Exceptions lead to confusion and stress

Clear, concise and free from maintenance.



## THE LM RECOMMENDED POLICY IS THIS:

- No live Make-Ups.
- If a student is not at a lesson, regardless of the reason, whether they let you know or not, create a make-up lesson within LessonMate.

That's it.

You can actually call your policy Unlimited Make-Ups. A student will get a lesson with LessonMate every time they miss.

The key is to fully explain the new policy to every family, the ones who are currently in lessons and new ones signing up. This is the key to a solid, functional policy. Inform parents. If they know what to expect and there are no surprises, they will be onboard. Promise.

To that end, we have included a few docs to inform both students and teachers.



# HANDOUT AND WELCOME EMAIL TO STUDENT/ FAMILY

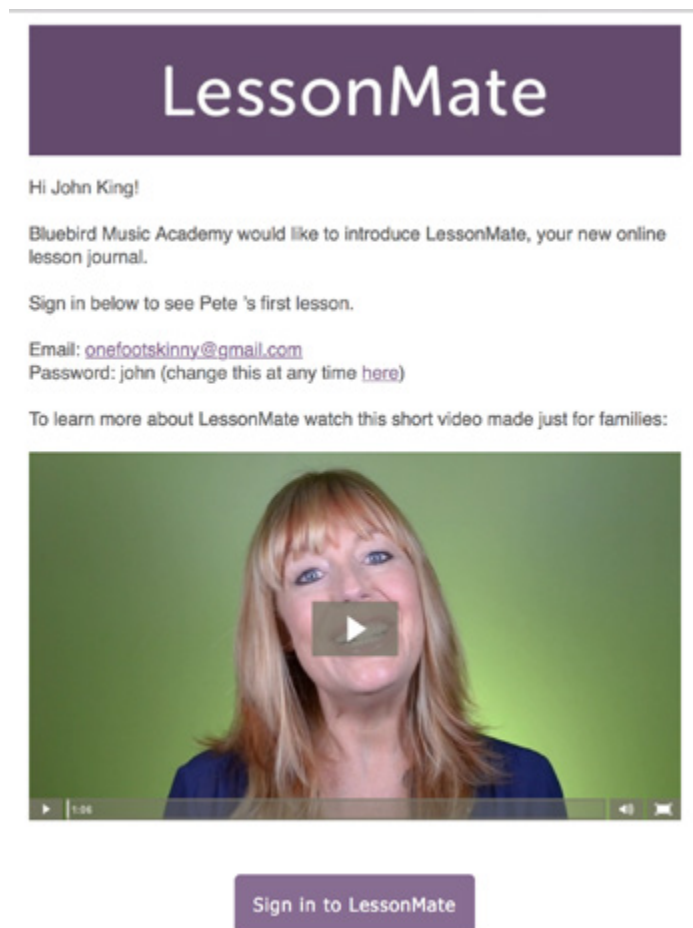




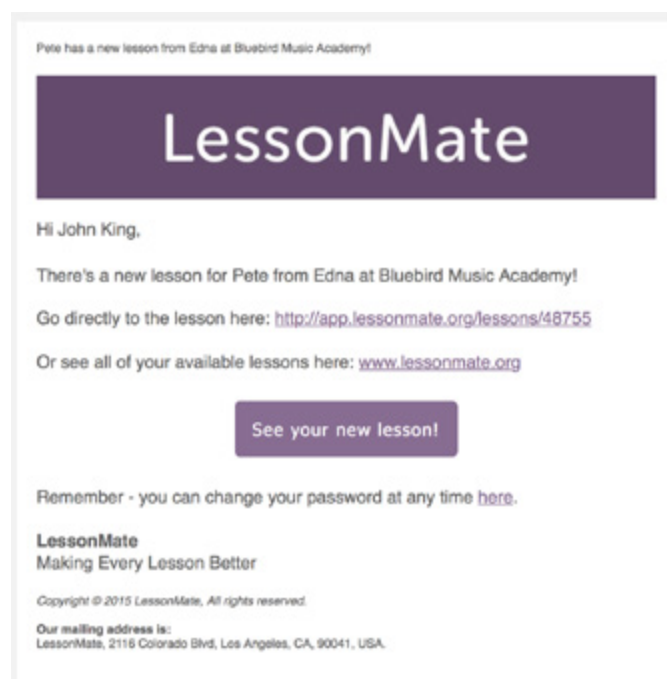
Here's a handout for all your current and new students that describes LessonMate and the LessonMate Makeup. You should give them a hard copy when they sign up. Read through aloud and highlight the makeup lesson policy sections right there with them so everyone is on the same page.

After the first lesson note has been created and posted by their teacher, every family will receive an automatic email with their login info. There will also be a short video about what LessonMate is.

This is what the Welcome Email looks like:



After every weekly lesson note is posted, the family will receive a reminder to log on to their LessonMate account. Here's what that looks like:



# HANDOUT AND WELCOME EMAIL TO TEACHERS





It's super important for your teachers to understand LessonMate and the new makeup lesson policy at your studio.

Here's a handout detailing LessonMate, what the new makeup lesson policy is and links to better understand how to use it.

Once you create an account for your teachers, they will also receive an automatic email about their login info and a video about how to use LessonMate.

HERE'S WHAT THE  
TEACHER EMAIL  
LOOKS LIKE.

Bluebird Music Academy has added you to LessonMate. Let's get started!

## LessonMate

Hi Dave Jones,

Bluebird Music Academy has added you to LessonMate!

We're sure you're eager to get started. You'll find your sign in information below and a [short intro video](#) made just for you.



Your sign-in details:

**Email:** davej@example.com

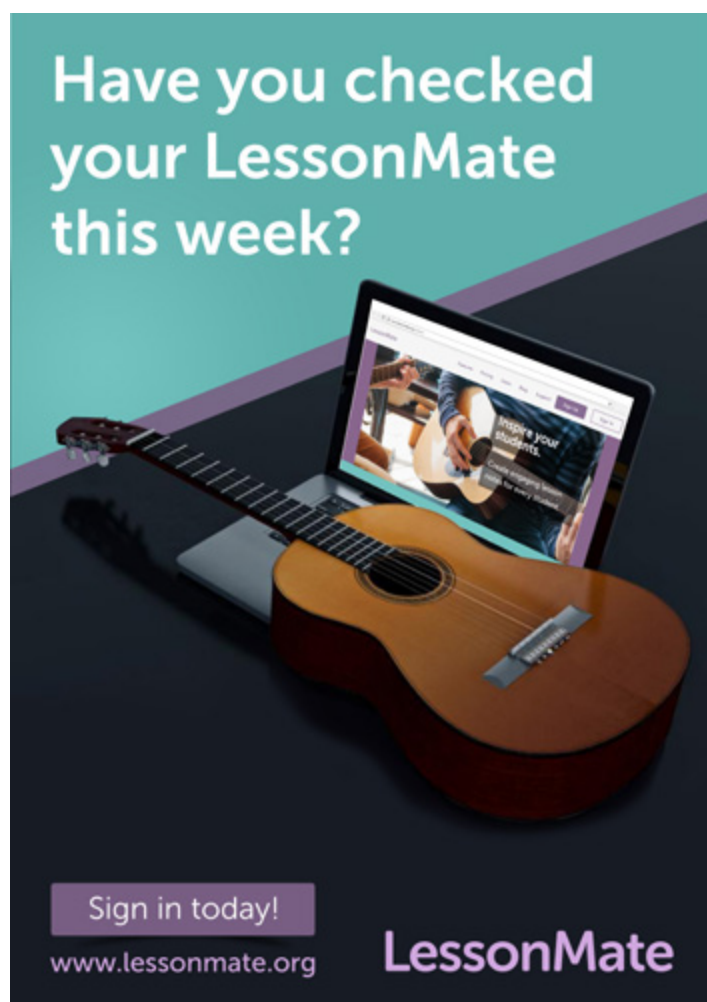
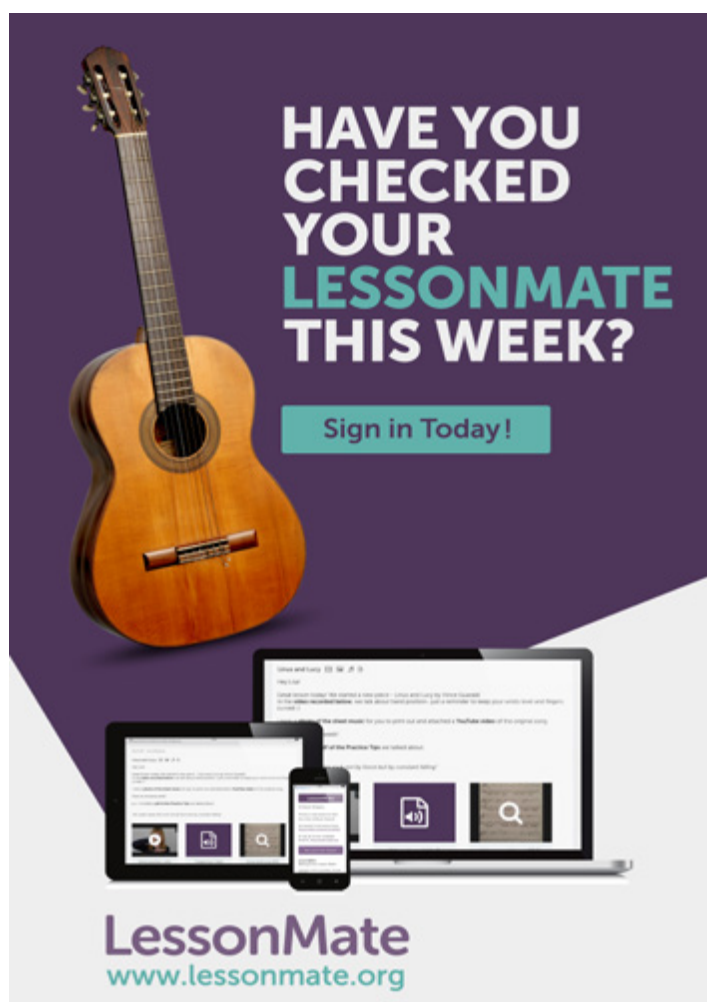
**Password:** dave (change your password any time [here](#))

Sign in to LessonMate

# OTHER GOOD STUFF



We all need reminders. Let's put a poster in the teaching room(s) or lobby as a little reminder to families to check out their LessonMate account. The more everyone checks in, the more value they are going to get.





The LessonMate Makeup is a real solution to a nagging problem. It's good education for students, increased value for parents and allows you, the educator/studio owner, the time to focus on what's really important - great teaching!







Here are some resources mentioned above for your records.

[LESSONMATE FOR FAMILIES HANDOUT](#) ▶

[LESSONMATE FOR TEACHERS HANDOUT](#) ▶

[LESSONMATE POSTERS 1](#) ▶

[LESSONMATE POSTERS 2](#) ▶

HERE IS A LINK TO **LESSONMATE HELP CENTER**.  
THERE'S SOME GREAT INFO THERE.



CHEERS!  
DAVE HEMANN  
CO-FOUNDER  
LESSONMATE

